

Town of North Liberty

Stellar Community Quarterly Report
September 24, 2018



- Shamrock Alley Greening
- Potato Creek Trail
- Town Park WPA
- Main Street Facade Improvement Program
- Spray Pad
- Healthy Living Plan
- Shamrock Estates Senior Housing
- Marketing & Tourism



Update since last quarter:

- Potato Creek Trail
 - Discussion of options to change to Stellar Trail
- Downtown Revitalization
 - Bidding Results and Alternatives
- Shamrock Estates - Completed
 - Fully occupied
- Spray Pad - Completed
- Healthy Living
 - Tamarak Trail open with high diversity of users
 - Joe Combes Fitness stations under development
- Marketing and Tourism
 - Tourism Action Plan completed with Visit South Bend.
 - Implementation underway
 - Update to local Main Street brochure
- Low/Mod Income Infrastructure
 - Construction Completed
- Town Park WPA – Preparing grant application for October 5
- Three new house construction
- N. Liberty council to approve \$10M abatement for Hydro expansion creating 190 jobs
- Bendix Family Restaurant opened at Doodle Grub location adding more employees and

Attendance at September 24, 2018 Meeting:

Vicki Kitchen – North Liberty	Jodi Coblentz – DLZ (phone)
Carmen Lethig – IHCD (phone)	Donna Anderson – Kenna Consulting (phone)
Michael Sinnet - OCRA	Breane Freese – INDOT (Phone)
Marcia Blansett – INDOT (phone)	Jamie – INDOT (phone)



Budget Tracking Summary

Project	Project Total	Funding Type	Funding Amount Awarded	Authorized Current Expenditure	Other
Potato Creek Trail	\$4.8 M	INDOT	\$1.5 M	\$389,200	\$3.3 M
Senior Housing	\$1,559,000	IHCDA (home)	\$750,000	\$750,000	\$144,000
Spray Pad	\$400,000	DNR	\$200,000		\$200,000
Downtown Revitalization			\$2.0 M		
Planning	\$102,177	OCRA	\$102,177	\$102,177	
Facade	\$906,019	OCRA			
Alley	\$89,676	OCRA			
Parking Lot	\$136,754	OCRA			
Streetscape	\$330,017	OCRA			
Wayfinding	\$37,534	OCRA			
Design and Admin	\$397,823	OCRA			
Total	\$2,000,000	OCRA			
Low/Mod Infrastructure	\$259,895	Local			\$259,895
Town Park WPA	\$75,000	DNR	Not yet Applied (Oct 2018)		\$37,500



Potato Creek Trail/**Stellar Trail**

Project Summary:

- Trail and water infrastructure from N. Liberty to Potato Creek State Park
- Funding Source: INDOT, DNR

Status:

- Des. No. 1592436
- Consultant Selection Approval from INDOT: 8/3/16
- Second meeting with DNR to discuss rate study: 9/12/16
- NTP issued: 1/4/17
- It was decided that the west side of alignment 3 to Redwood and the eastern section of alignment 2 will be utilized.
- Meeting with Chris Smith (DNR) on 10/12/17 to discuss. DNR very interested in getting sewer and possibly water from N. Liberty. Sent flow rates to N. Liberty and DLZ. Not all that was requested was available. DLZ and N. Liberty met to discuss next action.
- Discussion of options
- Change to “Stellar Trail” to connect Tamarak Trail and School Trail through Town
- Some donated property from school and possible property owner.
- DLZ can prepare construction cost estimate
- INDOT has sent request to central office

Schedule:

Timeline will mostly depend on DNRs decision regarding water/sewer.

	2017		2018				2019	2020
	3Q	4Q	1Q	2Q	3Q	4Q		
Consultant Selection								
DNR Agreement								
Rate Study								
Design Agreement								
Route Study								
Survey								
Environmental								
Design								
Land Acquisition								
Construction								

Budget:

INDOT has \$1.5M available with 20% match

		State Share
Original	\$4,800,000	
Current	\$4,800,000	



Senior Housing – Shamrock Estates Phase II

Project Summary: COMPLETED

- Construction of five additional senior housing duplexes and community room
- Funding Source: IHCD (HOME, Development), FHBLI, AHP, First Source Bank

Status:

- AHP grant awarded for \$500,000: 8/3/16
- The HOME application was approved by IHCD and awarded on 10/27/16
- Bids received March but were over budget. Project has been rescoped with the following changes:
 - Elimination of the community building as a whole (property for the community room (lot 11) will not be transferred to CVD).
 - Changing unit types from 2 bedroom to 1 bedroom for 4 units
 - Breakdown will be 4 - one bedroom units and 6 - two bedroom units.
 - Possible changes to exterior and interior finishes to bring the project into budget.
 - Project will still be USGBC Green Certified
- Construction contract signed with Langley Construction, Inc. – 6/28/17
- Construction completion in May 2018
- Closed loan with First Source Bank – 7/17/18
- Tenant qualification – Jan 2018
- Waiting list of 31 tenants with only 10 units
- MOU with Library complete for seniors
- Raised garden beds to be donated next year
- Ribbon Cutting – 5/30/18
- Sam Langley was contractor – no change orders
- 5 rented, 3 moving in next week
- Met energy goal
- 100% Occupancy

Schedule: COMPLETED

	2017				2018	
	1Q	2Q	3Q	4Q	1Q	2Q
Grant Application - FHLBI						
HOME Application						
Environmental						
Design						
Bid						
Construction						
Tenant Occupation						June

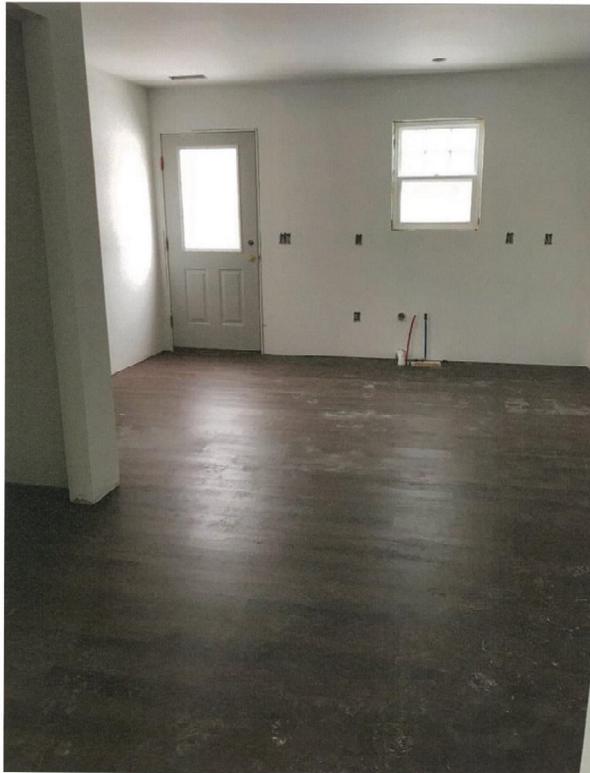
 Indicates completed activity



Budget:

N. Liberty will utilize land as match

		HOME	Match Land Value	Other
Original	\$1,200,000	\$750,000	95,000	
Current	\$1,559,000	\$750,000	\$144,000	\$150,000 First Source \$15,000 Reserve Funds





Marketing/Tourism

Project Summary:

- Creation of Marketing Plan to capture Park visitors
- Funding Source: Visit South Bend, Honest to Goodness Indiana

Status:

- Town and State Park magnets for sale
- Purchase agreement for a downtown storefront has been signed.
- Main Street created database of shops for sale/lease.
- Healthies, a Herbalife based company, opened 8/12/17
- Fourth of July parade entries up by 24
- Town working on Community Center capital improvements and holding fundraisers
- Town Park is finalist for 3-day Northern Region of Boy Scouts Day Camp
- Speckled Fox Flowers open previously vacant store front for 6 years
- Bendix Family Restaurant opened open daily 6 am – 10 pm. New owner kept all employees and added employees.
- Another new business – Expressions Dance Studio (old fire station)
- Formulation of N. Liberty, New Carlisle, community tourism strategy with Visit South Bend
- Entryway signage needed
- Tourism Action Plan completed with Visit South Bend
- Implementation of Action Plan
 - Update to local Main Street Brochure
 - Brochure to be included at Notre Dame, airport, and others
 - Visit South Bend to provide resources
- Potato Creek Park has regional marketing director that will work with Town and dedicate staff for cross marketing.



Schedule:

Budget:

To date, funding has been local and donations.

		HTG	Match	Other
Original	TBD			
Current	TBD			

Next Steps:



Town Park Spray Pad

Project Summary: **COMPLETED**

- Spray Pad and parking located at Town Park
- Funding Source: DNR Land Water Conservation

Status:

- NTP issued: 9/7/16
- Section 106 and environmental screening form approved: 11/13/16
- Final design plans submittal in July for DNR review
- Advertise bids – 10/6/17
- Award bids – 11/15/17
 - Awarded to Brown and Brown General Contractors.
- Ribbon Cutting – 6/1/18
- Final Completion – 6/28/18

Schedule: **COMPLETED**

	2017				2018			
	1Q	2Q	3Q	4Q	1Q	2Q	3Q	4Q
5-year Park Plan (draft)								
Park Plan								
LWCF application								
Survey								
Environmental								
Design								
Bid				10/6				
Construction								
Closeout						6/28		

Budget:

		LWCF	N. Liberty	Other
Original	\$350,000	\$200,000*		
Current	\$385,000	\$200,000	\$200,000	

Next Steps:

- Construction



Healthy Living

Project Summary:

- Creation of healthy living environment
- Unity garden
- Bicycle rides
- Classes

Status:

- Master Gardener at Shamrock Estates has agreed to oversee the design and construction of raised garden boxes there and conduct classes at the senior housing
- Close on lots June 1, 2017 to do elevated community garden
- Healthies opened 8/12/17.
- One year anniversary of Cardiodrumming and adding point class
- Free Boot Camp
- Fitness stations along trail in honor of Joe Combes once INDOT close out. Survey sent out. Will include some options for persons with disabilities. \$1200 already received in donations. More expected.

Schedule:

Budget:

To be determined.

		Match	Other
Original	\$15,000		
Current	\$15,000		



Downtown Revitalization (formerly, Main Street Façade and Alley Greening)

Project Summary:

- Rehabilitation of buildings along Main Street
- Create community space in vacant alley
- Streetscape
- Funding Source: OCRA

Status:

- **All funds must be closed out by the end of 2020**
- NTP issued 11/16/16 for planning
- Final Plan approved – 8/8/17
- Buildings selected. Environmental underway
- Request for Proposals advertised with consultant selection complete 10/12/17
- OCRA grant approved 1/12/18 for \$1,897,867
- 60% design review complete: May 2018
- Move funds from facades to streetscape approved by OCRA
- Original bid opening July 30
- September 10, 2018 re-bids received for 3 packages
 - 4 Bidders for Streetscape
 - 1 Bidder for Façade
- Council to meet 9/25 to determine acceptance of lowest bid on Streetscape.
- Release of funds from OCRA: October 3. Kenna to send letter to OCRA for approval.

Schedule:

See detailed timeline on following page

Budget:

See detailed Cost estimate in planning document

Planning

Total	\$102,177

Construction

Façade	\$906,019
Alley	\$89,676
Parking Lot	\$136,754
Streetscape	\$330,017
Wayfinding	\$37,534
Design and Admin	\$397,823

Total **\$2,000,000**



Next Steps:

Letter to OCRA for deadline change for Release of Funds

Award contracts



Activity	Anticipated Completion Date For Streetscape	Anticipated Completion Date For Facades	Required Completion Date
ER Completed on Streetscape Improvements (Includes streetscape, wayfinding signage, Shamrock Alley and public parking lot)	December 12, 2018		
Grant Award Letter Received	January 12, 2018	January 12, 2018	January 12, 2018
Grant Agreement sent to Town	January 17, 2018	January 17, 2018	
Town signs and returns Grant Agreement to OCRA	January 19, 2018	January 19, 2018	
Fully Executed Grant Agreement	January 24, 2018 (10 working days)	February 2, 2018 (10 working days)	February 19, 2018 (30 calendar days)
ER Completed on Facades and sent to SHPO		January 19, 2018	
Advertise for ER release and Partial Release of Funds for Streetscape Improvements	January 17, 2018 (30 day comment period)		
SHPO's review completed on Facades		February 8, 2018 (If fast tracked)	February 19, 2018 (30 day review)
Advertise ER Release and ROF's for Facades		February 13, 2018 (30 day comment period)	February 23, 2018
ER Release and ROF for Facades	March 15, 2018	March 15, 2018	March 31, 2018
Engineering/Architectural and Grant Administration Contracts signed for Facades		March 16, 2018	
Design/Bid Documents Completed	June 14, 2018 (+/- 12 weeks from Design NTP)	June 14, 2018 (+/- 12 weeks from Design NTP)	July 31, 2018



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Permit Issuance (IDEM, INDOT)	June 13, 2018	N/A	
Approval to Advertise for Bid (at Regular Council Meeting)	June 14, 2018	June 6, 2018	
Bid Advertisement	July 6, July 13	July 6, July 13	
Pre-Bid Conference	July 15, 2018	July 15, 2018	
Bid Receipt	July 30, 2018	July 30, 2018	July 31, 2018
Partial Release of Funds from OCRA for Facades		Aug 3-6	September 30, 2018
Award by Town Council (at Regular Council Meeting)	October 3, 2018	October 3, 2018	
Sign Construction Contract	October 3, 2018	October 3, 2018	
Commencement of Construction	October 3, 2018	October 3, 2018	
Construction Complete	February 28, 2019	February 28, 2019	
Administrative Closure			March 31, 2019



Low/Mod Income Infrastructure

Project Summary: **COMPLETED**

- Extension of Shamrock Drive and utilities to connect to Harrison Street
- Funding Source:

Status:

- N. Liberty has awarded a contract to Walsh and Kelly for \$259,895 to extend water, wastewater, stormwater, curbing, sidewalks, and asphalt into this section. 456 feet in length which will allow access to vacant lots – Construction completed

Schedule: **COMPLETED**

	2017				2018			
	1Q	2Q	3Q	4Q	1Q	2Q	3Q	4Q
Grant Applications								
Contracts								
Design								
Construction								

Budget:

		Match	Other
Original	\$930,000		
Current	\$930,000		

Next Steps:

- Land purchased with HUD funds
- There are eight buildable lots. Eligible for first time homebuyers, habitat for humanity
- HOMEBUYER program is a rolling non-competitive source
- HOME rental round in December
- 80% LMI single family homes
- 18 lots available plus outlots



Town Park WPA

Project Summary:

- Preservation of stone steps, walls, and gateway bridge
- Funding Source: DNR

Status:

- **Grants DUE OCTOBER 5, 2018**

Schedule:

	2016	2018				2019			
		1Q	2Q	3Q	4Q	1Q	2Q	3Q	4Q
Owner Coordination									
Applications									
Design									
Construction									

Budget:

Project was previously bid as an alternative so design is generally complete.

		DNR	Local	Other
Original	\$75,000	\$37,500	\$37,500	
Current	\$75,000	\$37,500	\$37,500	

Next Steps:

- Prepare application through DNR: October 2018